April 2014 WBSCM Newsletter

Web Based Supply Chain Management

WBSCM Updates

American Commodity Distribution Association National Conference

The upcoming American Commodity Distribution Association National Conference will be held April 27th-29, 2014, in Austin, TX. This conference is the primary national forum for discussing important issues involving the Department of Agriculture (USDA) Food Distribution Programs.

Important topics that will be addressed during the conference include: processing issues involving USDA Foods, fresh fruits and vegetables, safe producing and handling, using USDA foods within the new meal pattern, food safety, inventory and entitlement management, the Emergency Food Assistance Program issues and legislative updates.

For more information visit the ACDA website at http://www.commodityfoods.org/acda-annual-conference.

Scheduled WBSCM Maintenance Outages

WBSCM Production System will not be available

* beginning Thursday July 3rd at 6:00 pm and goes until Monday July 7 at 6:00 am &
* Sunday July 13th at 8:00 am and goes until 6:00pm

WBSCM is implementing required system maintenance and no user access is available during the scheduled outages.

If you have any questions, please contact the WBSCM Service Desk (WBSCMHelp@AMS.USDA.GOV).

Reminder:

To ensure you receive the latest news and updates, register to receive free E-mail notifications when the WBSCM Homepage has been updated at http://www.fns.usda.gov/fdd/fns-wbscm-information and click

WBSCM Toolbox

Goods Receipt: Good Qty. in Cases (CS) and Good Qty. in Pounds (LB)

When receipting orders, it is important to understand how to enter data into the Good Qty. in (CS) and Good Qty. in (LB) fields. Understanding how to use these fields will insure that your orders are reported properly on the "Received Shipment" report.

Choosing the Correct Field

Knowing whether to enter your order in the Good Qty. (CS) or Good Qty. (LB) field will depend on the ordering and purchasing units for the selected material.

If your order should be entered into the Good Qty. in (CS) field, this field will be white with all other fields shaded grey. This will already be determined based on the units the material was ordered and purchased. The field that is not shaded is where you will place the amount received. The same is true if the order must be entered into the Good Qty, in (LB) field.

Entering Amounts into Both Fields

However, there are times when an order may have been ordered in one unit but procured in another, for this instance, you will be required to enter the amount received into both the Qty in (CS) and Qty in (LB) fields. Both fields will be white.

It is important that the correct amount is entered into the corresponding fields. The Good Qty. field (in CS) and the Good Qty. field (in LB) should not be used interchangeably. If the shipment was received in cases, this amount must go into the Good Qty field (in CS) and if the shipment was received in pounds, this amount must go into the Good Qty field (in LB). If the amount received is not entered into the correct field, the amounts shown on the "Received Shipment Report" will be vastly overstated or understated.

Correcting Errors

If an error requires correction after a receipt has been submitted, you must contact the WBSCM Help Desk at WBSCMhelp@ams.usda.gov to have the receipt adjusted.

WBSCM Tips

How does a user know that their order has been processed and received by the Warehouse?

An email will not be sent when the order is created. You will receive an email from the system when the warehouse ships your order. So, you should expect an email (or several emails) a few days before the items arrive.

How are commodity values updated in WBSCM?

Open Sales orders are updated weekly based on the average purchase price for the appropriate material purchased the prior week. Once a Sales Order has been purchased it receives a final price based on the average and is not updated again unless there is a modification to the Sales Order/Purchase Order. In that situation, the last average price is re-calculated based on the new average price.

I have some requisitions that I would like to decline in the consolidation workbench. I have selected them and they have moved to the bottom of the screen under Declined. How do I finish declining them?

Once you have declined the requisition and it has moved to declined tab located near the bottom of the screen, you need to select the Update Requisitions button, then answer "Yes" when you see the pop-up question that you are no longer able to update requisitions. Once you navigate out of the workbench, if you re-enter the same material, you will no longer see the requisitions that are were declined.

A full list of FAQs and tips can be found on the FDD Website at http://www.fns.usda.gov/fdd/fns-wbscm-general-information-presentations-and-simulations

Upcoming Events

Spring Conferences

ACDA

April 27 - 29, 2014

Austin, TX

FDPIR

June 8-13, 2014

San Diego, CA

What's Next?

Future Targeted Initiatives

* WBSCM Technical Upgrade

Useful Links

WBSCM: http://www.usda.gov/wbscm

FDD: http://www.fns.usda.gov/fdd/fns-wbscm-information

Communicate with FNS – questions, concerns, issues

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WBSCM Service Desk

The WBSCM Service Desk contact information is as follows:

Call-in phone number is: 877-WBSCM-4U or 877-927-2648

Email inquiries: WBSCMhelp@ams.usda.gov

Web form link on WBSCM Portal : https://srai.service-now.com. From this link users can access a form and submit it to the WBSCM Service Desk as well as monitor the status of their help ticket. This is a separate application from WBSCM and will require an additional login and password. Users will enter the WBSCM email address as the logon and a password can be created. Using this site is optional.

Suggestion Box

Is there something you would like to see in the newsletter? Send your thoughts and comments to ja-karra.nichols@fns.usda.gov